

**AGING, DEPARTMENT ON[17]**

**Adopted and Filed**

Pursuant to the authority of Iowa Code sections 231.14, 231.23 and 17A.3, the Department on Aging hereby amends Chapter 10, "Senior Internship Program (SIP)," Iowa Administrative Code.

The amendments change the name of the Senior Internship Program (SIP) to the Older American Community Service Employment Program and correct a reference to the Iowa Code.

Notice of Intended Action was published in the Iowa Administrative Bulletin on July 10, 2013, as **ARC 0833C**. The Department received no written comments. These amendments are identical to those published under Notice of Intended Action.

The Commission on Aging adopted these amendments on October 14, 2013.

After analysis and review of this rule making, no impact on jobs has been found.

These amendments are intended to implement Iowa Code chapter 231 and 2013 Iowa Acts, Senate File 184.

These amendments will become effective on December 18, 2013.

The following amendments are adopted.

ITEM 1. Amend **17—Chapter 10**, title, as follows:

~~SENIOR INTERNSHIP PROGRAM (SIP)~~ OLDER AMERICAN  
COMMUNITY SERVICE EMPLOYMENT PROGRAM

ITEM 2. Amend rule 17—10.1(231) as follows:

**17—10.1(231) Scope and purpose.** The ~~senior internship program (SIP)~~ older American community service employment program fosters individual economic self-sufficiency, promotes useful opportunities in community service activities for unemployed and low-income persons who are aged 55 or older, and increases the number of persons who may enjoy the benefits of unsubsidized employment in both the public and private sectors. ~~SIP~~ The older American community service employment program is a grantee of the Community Service Employment Program, also known as Title V of the Older Americans Act.

ITEM 3. Amend rule **17—10.2(231)**, definitions of "Assessment of job skills," "Senior internship program," "Senior internship program coordinator" and "Unsubsidized employment," as follows:

*"Assessment of job skills"* means a process by which the ~~senior internship~~ older American community service employment program coordinator develops a written history of the work experience and related qualities that an individual possesses that would make the individual marketable as an employee.

*"~~Senior internship program~~ Older American community service employment program" or "SIP"* means the program established under Iowa Code section ~~231.52~~ 231.51 as amended by 2013 Iowa Acts, Senate File 184.

*"~~Senior internship~~ Older American community service employment program coordinator"* means a person employed by the subproject sponsor whose responsibility is to develop jobs, advocate for the employment of eligible individuals, and provide employment services for eligible individuals, including Title V participants.

*"Unsubsidized employment"* means a position where wages, fringe benefits and other expenses for a terminated participant are not paid with ~~SIP~~ older American community service employment program funds.

ITEM 4. Amend subrule 10.3(1) as follows:

**10.3(1)** To be eligible for the ~~SIP Title V subsidized employment~~ older American community service employment program, participants shall meet the following criteria:

a. to c. No change.

ITEM 5. Amend rule 17—10.4(231) as follows:

**17—10.4(231) Funding.**

**10.4(1)** ~~SIP~~ The older American community service employment program shall be funded by:

- a. Title V of the Older Americans Act;
- b. ~~SIP~~ Older American community service employment program state appropriations; and
- c. Other nonfederal sources.

**10.4(2)** Title V funds and state funds shall be allotted among the ~~SIP~~ older American community service employment program subproject sponsors according to the number of Title V slots designated for contracted projects.

**10.4(3)** No change.

**10.4(4)** ~~SIP~~ Older American community service employment program state funds shall not be carried over.

**10.4(5)** Federal Title V funds and ~~SIP~~ older American community service employment program state appropriations shall be allocated through a contractual agreement between the department and the subproject sponsor.

ITEM 6. Amend rule 17—10.5(231) as follows:

**17—10.5(231) Program requirements.**

**10.5(1)** *Participating agencies.* Public, private and not-for-profit organizations are eligible to respond to a request for proposal (RFP). Agencies will be selected to operate ~~SIP~~ the older American community service employment program through the request for proposal process, and the selected agencies will become subproject sponsors.

**10.5(2)** *Subproject sponsor responsibilities.* Subproject sponsor responsibilities for ~~SIP~~ the older American community service employment program shall include the following:

- a. No change.
- b. Designation of a member of the sponsor's staff as ~~a senior internship~~ an older American community service employment program coordinator to ensure program performance;
- c. to k. No change.
- l. Provide access to supportive services to the participant during participation in the ~~SIP~~ older American community service employment program and in the first 12 months of unsubsidized employment;
- m. No change.
- n. Provide each participant with a copy of the host agency grievance procedures, the subproject sponsor's grievance procedures, and the ~~SIP's~~ older American community service employment program's grievance procedures as outlined in this chapter;
- o. to u. No change.

**10.5(3)** No change.

**10.5(4)** *Program coordination with one-stop delivery system.*

a. Subproject sponsors shall coordinate the ~~SIP~~ older American community service employment program with the one-stop delivery system as established under Section 134(c) of the Workforce Investment Act of 1998 (29 U.S.C. 2864(c)) to ensure opportunities for unsubsidized employment.

b. and c. No change.

**10.5(5)** *Department responsibilities.* The department shall:

- a. Issue a request for proposal for application for ~~SIP~~ older American community service employment program funds;
- b. and c. No change.
- d. Provide training workshops for ~~SIP~~ older American community service employment program coordinators and other subproject sponsor employment staff, subject to availability of funding;
- e. to h. No change.

*i.* Coordinate the SIP older American community service employment program with the department of workforce development, the department of education, the economic development authority, and other agencies which provide employment services to older Iowans; and

*j.* No change.

**10.5(6)** No change.

ITEM 7. Amend rule 17—10.6(231) as follows:

**17—10.6(231) Selection process to determine SIP older American community service employment program subproject sponsors.**

**10.6(1)** *Request for proposal.* SIP Older American community service employment program funding shall be allocated through a request for proposal (RFP) process as mandated by the Iowa department of administrative services. The subproject sponsor shall be a public, private or nonprofit organization with proven management or administrative capabilities to provide employment and training services to older workers.

**10.6(2)** and **10.6(3)** No change.

ITEM 8. Amend paragraph **10.7(2)“a”** as follows:

*a.* Conduct annual evaluations of the SIP older American community service employment program through desk or on-site monitoring;

ITEM 9. Amend **17—Chapter 10**, implementation sentence, as follows:

These rules are intended to implement Iowa Code section ~~231.52~~ 231.51 as amended by 2013 Iowa Acts, Senate File 184.

[Filed 10/17/13, effective 12/18/13]

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EDITOR’S NOTE: For replacement pages for IAC, see IAC Supplement 11/13/13.